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28 July 1960

MEMORANDUM

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TO: [REDACTED]
Chief, Staff III, OPC

FROM: Finance Division, SSS

SUBJ: Draft of Accounting Procedures

1. Attached hereto is draft of [REDACTED] procedure. It is suggested that after making necessary review and revision of this draft that this procedure be incorporated into your instructions and issued to each of your field missions and stations.

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2. We are working on a complete and comprehensive Field Finance Manual to supersede [REDACTED]. However, in view of the time required to complete such an issuance, we believe it necessary that the field receive at once something such as the attached, which covers the essential forms and mechanics of accounting for official funds.

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[REDACTED]
Chief, Certification and
Liaison Branch

Attachment

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[REDACTED]

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